

Present: Joe Weinman, Quent Boyken, Dennis Dietz, Stan Kuhn, Linda Plazak, Joe Alber, Carol French Johnson, Jean Rommes, Diane Kolmer, Jim Youngblood, Herb Strentz, Marsha Ternus, Tom Shepherd, Monty Bertelli, Gerry Bair, Nancy Richardson, Bob Rafferty, Kent Hiller, Dave Arringdale, Diane Van Zante  
Absent: Susan Whitson, Lorrie Tritch, Dennis Guffey, Tamara Dukes

Jim Youngblood opened the first meeting of the IOWAccess(sm) Advisory Council by informing attendees that the Council will be an important part of state government from a technology perspective. IOWAccess is expected to be a project requiring a lot of effort and attention. The Council's role in this initiative will be very significant. Jim introduced Diane Kolmer, who will serve as the chair, and Jean Rommes, who will serve as Vice-Chair of the Council. The meeting was then turned over to Diane Kolmer.

1) Introductions - Attendees introduced themselves and identified what group they were representing.  
2) Responsibility of Council - Copies of the executive order that established the IOWAccess(sm) Advisory Council were distributed. Executive Order 66, signed by the Governor, states that the purpose of the IOWAccess Advisory council is "to provide advice and counsel to the Director of Information Technology Services in the development, implementation, operation and growth of IOWAccess."

3) Council Membership - Executive Order 66 also directs the Director of Information Technology Services to appoint council members, and specifies the make-up and duties of the council.

4) Development of By-Laws: There was a consensus of the membership that we should adopt a set of by-laws for the Council. It was suggested that we begin by reviewing the by-laws established for GIS and that we might be able to pattern ours after theirs. Diane Kolmer will work with a few of the members to draft and refine a set of by-laws and bring them back to the Council.

5) Overview of the Network and History of IOWAccess - The network is an infrastructure to allow state government to communicate with private citizens. There are 14 IOWAccess projects and the goal is to have 24 x 7 (24 hours a day, 7 days a week) Internet access to state government. Linda gave a brief overview of the 14 projects that will become a part of the network. Kent Hiller's staff/Iowa Interactive is here to build the infrastructure. In addition to the 14 projects already planned, Iowa Interactive has been receiving requests to put other applications on the network. Part of the Council's job will be to prioritize these requests.

Kent spoke about Iowa Interactive and his background. Along with his business partners, Kent has been involved in similar projects in other states. He mentioned that they don't come in, do a job, and then leave again. Kent moved to Iowa, as did some of his staff. The IOWAccess network will become the gateway to Iowa state government. The majority of the federally funded pilot projects will be on-line and functional by September 30. Kent's staff and ITS staff are currently meeting with the agencies to explain IOWAccess and determine their individual needs. The website for IOWAccess is "iowaccess.org".

Funding for IOWAccess was initially federal, but the legislature also appropriated \$400,000 for FY99. There was discussion about funding of the system on an ongoing basis. Members expressed differing opinions about how to best finance the system, including direct appropriations and fee-based approaches. Bob Rafferty mentioned that the present governor is 100% supportive of IOWAccess. It was decided that the advisory council would consider different funding options for the network at its next meeting in an effort to see if the council wishes to make a funding method recommendation.

6) Required Audits - Technology and financial audits are required once annually. While the audits are required, no money was appropriated for this. A technology audit by an outside firm could cost \$35,000-70,000. Nancy Richardson mentioned the possibility of a peer audit (DOT has had experience with peer audits), Jim Youngblood said maybe we could work through NASIRE. This issue is important, the legislature will be looking seriously at it, and credibility is important in the process. Diane Kolmer will assign someone to look further into peer audits.

7) Webpage Standards - We need to develop webpage and style standards. The Council may want to review these guidelines so that we have consistency and the technical elements are in place. ITS and Iowa Interactive are currently working on developing web standards.

8) Next Meeting and Agenda - The next meeting is set for Tuesday, September 29. Due to the number of items that need to be addressed, it was decided to meet for a longer period of time. The next two meetings (Sept. 29 and Oct. 27) will begin at 9:00 and run until approximately noon. Both meetings will be

held in the ICN room at Economic Development. If anyone is interested in participating in the meeting via the ICN, please contact Diane Van Zante at 515-281-3462.

Agenda items for the next meeting include:

- funding options
- proposed budget
- audit options
- demonstration of network
- discuss policy development/endorsement by council
- review by-laws
- web standards

9) Wrap-up - There was some discussion that the council will be expanding in the future to meet Executive Order mandates regarding the membership. We hope to have representation from the legislature and ISAC.